

Scan, catalog, label and electronically archive hard copy documents in one easy step



- Are you wasting valuable time trying to store, manage, access & secure paper files?

- Is your business at risk if your paper files were damaged by water, chemical or fire?

- Are you spending too much on floor space, file cabinets or offsite storage & retrieval?

- Do your customers suffer because you can't find and retrieve files quickly?

About the SCANcart

SCANcart brings all the benefits of a full-service document scanning infrastructure to your site. Scan thousands of documents and create digital files from them for less cost than outsourcing.

SCANcart is a mobile scanning station that can go wherever your needs are: If you have a warehouse full of records that need archiving, simply roll the SCANcart unit into the room, configure it to your business requirements, and start scanning. The SCANcart has everything you'll need to quickly scan and process thousands - even millions - of documents.

Now you can have immediate access to your documents and maintain compliance (HIPAA, Sarbanes Oxley) by keeping the sensitive material in-house.

Using industry-leading high-speed scanners (not included), scan your hard copy black & white or color documents and save them to your hard drive. Once you have an electronic copy you can back them up to your choice of media. Electronic files are compiled by the SCANcart as uploadable documents for existing DMS.

No matter what type of business you're in, the SCANcart will provide scanning solutions to meet the needs of your organization.

SCANcart gives you:

- Portability
- Ease of Indexing
- Non-Click based solution
- Powerful embedded processing
- Compliance
- Document Control

Scalable Solution for Managing Documents

The SCANcart standalone scanning solution creates files that are ready to be uploaded to most leading document management systems.

Our professional services team is ready to work with your organization to map and configure SCANcart to connect directly to your existing document management system. *(Additional service charges will apply)*

The best of everything in one easy-to-use package

SCANcart's unique package integrates one of the best document capture and processing technologies, developed by NSi and powered by AutoStore, with outstanding service and support.

SCANcart combines the most knowledgeable people with innovative technology, document expertise and best practices to create a framework for success. We seek to deliver a sustainable competitive advantage to your operation by helping you eliminate inefficiencies and improve your administrative and document scanning processes.

Scan with Confidence

• Paper to digital back-file conversion

Each paper page is scanned into one of many digital file formats including TIFF, PDF or RTF (MS Word compatible)

• Image processing and clean up

Single page scans are processed into either multi-page TIF or PDF, using the latest tools for image clean-up and conversion.

• Indexing for fast retrieval

Key information is captured from each page and converted into an index for fast and easy access and retrieval.

How it works

A barcode separator sheet, powered by AUTOSTORE document capture technology, is printed and placed on top of each stack of documents to be scanned.

Once documents are scanned, they are routed and indexed based on the information embedded on these separator sheets. All the operator has to do is to push the scan button; SCANcart will do the rest.

1. Prepare and stack your documents.
2. Enter indexing information and print the page separators (SMARTickets).
3. Insert the page separators in between the stacks of files to be converted.
4. Push the SCAN button.
5. View scanned documents.
6. Save scanned documents to the removable USB hard drive. Images are saved in PDF, RTF (MS Word compatible) or Tiff formats.



Enhanced Benefits

- All-In-One package.
- Fast back-file conversions.
- Easy to use.
- No need for network connectivity.
- Save electronic files for back-up and storage.
- No need for physical storage.

For more information about AUTOSTORE, including industry-specific success stories, please visit www.nsius.com.

About NSi

NSi provides business automation solutions that streamline business processes, improve productivity, reduce operating costs, and address compliance issues. NSi's flagship product, AUTOSTORE captures content from any MFP, digital copier, PC scanner, or desktop application, and securely stores the content in business applications and databases. HP, Ricoh, Xerox, Kyocera, Sharp and many other leading companies rely on NSi workflow products.

